

Charter School for Young Children on Asylum Hill

Agenda: October 28, 2008

5:30 p.m.

Asylum Hill Congregational Church

- I. Approval of Minutes
- II. Review of Action Items
 - Hartford Affiliation Agreement (Hartford Public Schools)
 - CHEFA Bond Resolution (Confirmation of Board Action of September 30, 2008)
 - Authorization of Note Agreement
 - Policy Adoptions (CREC)
 - Confirmation of Board Meeting Schedule (date and time)
- III. Report of the Chair
- IV. Report of the Principal
- V. Committee Reports
 - a. Finance
 - b. Development
 - c. Facilities
 - d. Curriculum
 - e. Executive

VI. Board Members: General Comments

VII. Other New Business

VIII. Public Comment

The Charter School for Young Children on Asylum Hill, Inc.

Governing Council Meeting

September 30, 2008

Location: Lorenz Hall, 1265 Asylum Avenue, Hartford, CT

Attendees

Councilors: Billye Auclair, Ed Barlow, Katheleen Butler, Jane Carroll, Katheleen Graham, Constance Green, Susan Johns, Charles Mann, Rev. Gary Miller, Wyrot Ward.

Also present: Andrea Enihorn, Irene Garneau, Lisa Wheeler.

Chairman Constance Belton Green called the meeting to order at 5:30 p.m. Introductions followed. The Agenda was modified to add the Bond Resolution to the Action Items and to review the previously published meeting schedule.

- Disposition of the Minutes – Ed Barlow moved to approve the minutes of the August 28 meeting; motion seconded by Billye Auclair. Motion carried; minutes were approved as distributed.
- Public Comment – No members of the public were present; no comments.
- Discussion Items:
 - *Hartford Board Affiliation* – Chairman Green has met with Kelvin Rhodan and Christian Kysimoto on the proposed affiliation. Attorney Anne Littlefield and others are working on an agreement which will be distributed to the Council when available. The Hartford Board of Education is expected to discuss the agreement on Oct. 21. Questions: How will test scores be shared? Will both Hartford and suburban children be included?
 - *Insurance Review* – Chuck Mann indicated that the Governing Council is a named insured on CREC's SYCAH insurance policy. In addition Director's and Officers insurance is in process. The combination of the two coverages will be reviewed for gaps but at this time there does not appear to be a need for any additional insurance.
 - *Finance Committee Report* – The Finance Committee has not met. However, Chuck Mann indicated that he and Council Secretary, Wyrot Ward are the signatories for the bank account which has been established for the receipt and

disbursement of funds. Chairman Green asked that the next report include (1) the protocol that has been established for financial reporting by CREC; and (2) the Committee's meeting schedule.

- Action Items

- *Council Expansion* - On the motion of Kathy Butler, seconded by Ed Barlow, the following individuals were voted in as additional Councilors: from Asylum Hill Congregational Church – *Jane Carroll*, creative visionary, recently retired from the Hartford School System; *Kathleen Graham*, an original member of the “sistah’s” SYCAH planning group. From St. Joseph college – *Sister Mary Ellen Murphy* who brings a long history in higher education and recently retired from SJC’S Board of Trustees; *Sister Fay O’Brien*, former Educational consultant to The School for Young Children at SJC. This brings the total number of Councilors to 15 (6 each from AHCC and SJC, 1 parent, 1 teacher, and 1 Hartford Board of Education representative.)
- *Committee Appointments* – The following committees were affirmed with membership as listed: *Facilities* - **Ed Barlow**, Rev. Gary Miller, Constance Green; *Curriculum & Assessment* – Kathy Butler, Jane Carroll, **Kathleen Graham**, Susan Johns; *Development* – **Billye Auclair**, Brooke Penders, Rev. Gary Miller. The name in bold indicates the person who agreed to call the first meeting for the purpose of determining a meeting schedule and designating a chairperson. It was agreed that non-Council members may serve on the committees.
- *Bond Resolution* - A motion was made by Billye Auclair and seconded by Ed Barlow to approve submission of an application to the Connecticut Health and Education Facilities Authority (CHEFA) for its Debt Service Tax-Exempt Bond Program. The motion carried. The bond applies to pre-K construction.

Report of Principal

Principal Andrea Einhorn indicated that the school is now at capacity. Total enrollment is at 137 (not 140 as budgeted because the classroom at SJC was only licensed for 17 not 20). An updated Enrollment Summary showing the breakout of Suburban/Urban, Racial Diversity (35% total Non-Minority) and Gender

Diversity was distributed and will be filed as part of the minutes. Special needs children are enrolled in the Program There are (18) Participating Towns..

There are 72 children in the “wraparound” childcare program with 30 of those from Hartford.

- CREC Updates

The State Department of Education through CREC has requested clarification of Special Education language used in the Management Agreement. Lisa Wheeler indicated acceptable language has been agreed upon by Rob Kelly (SDOE).

An Agreement to lease space in the Johnson House on the Asylum Avenue campus for the 5th classroom and administrative offices has been signed and renovations are expected to begin immediately.

All occupancy and licensing requirements have been met at the AHCC site.

The next meeting is scheduled for October 28, 5:30 p.m. at Asylum Hill Congregational Church. St. Joseph College will host the November meeting. There were no proposed changes to the previously established schedule of meetings. Hartford Board of Education representative Ada Miranda has indicated she will be available the first of the year and will keep informed through meeting minutes; she is not requesting a schedule change at this time.

Submitted by,

Wyrot Ward

Secretary